



To the Honorable Council
City of Norfolk, Virginia

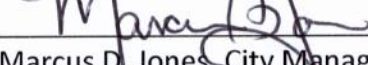
February 23, 2016

From: George M. Homewood, AICP, CFM, Planning Director

Subject: **Special exception to operate a commercial drive-through at 132 Kempsville Road –
Chartway Federal Credit Union**

Reviewed: 
Ronald H. Williams, Jr., Deputy City Manager

Ward/Superward: 4/7

Approved: 
Marcus D. Jones, City Manager

Item Number: **R-2**

I. **Staff Recommendation:** Approval.

II. **Commission Action:** By a vote of **7 to 0**, the Planning Commission recommends **Denial**.

III. **Request:** Special exception – commercial drive-through

IV. **Applicant:** John Blum

V. **Description:**

- The site is located on the northwest corner of N. Newtown Road and Kempsville Road.
- This request would allow Chartway Federal Credit Union to construct a two-story banking branch with a commercial drive-through on the currently vacant site.
- The City's general plan, *plaNorfolk2030*, identifies this site as within a transit supportive area, where uses that promote transit, bicycle, and pedestrian activity are encouraged while low intensity auto-oriented uses are discouraged.
 - In order to be fully consistent with the plan, the site should be laid out in such a way as to encourage safe and easy pedestrian access from the adjacent light rail station.
 - The proposed site plan shows the building centrally located on the site with the drive-through along the side and back of the building.
 - Pedestrian improvements are also proposed near the street intersection, including a change in the pavement materials and elevation to match the sidewalks. Traffic circulation would be permitted in this area, however it would act as a traffic calming measure and provide a more inviting pedestrian environment than shown in the original submission.
- The Planning Commission voted to recommend denial of this application due to the perceived failure to meet the design standards set forth for transit supportive areas and to the incompatibility of this use within a transit supportive area.

Staff point of contact: Chris Whitney at 823-1253, chris.whitney@norfolk.gov

Attachments:

- Staff Report to CPC dated January 28, 2016 with attachments
- Proponents and Opponents
- Ordinance

Planning Commission Public Hearing: January 28, 2016

Executive Secretary: George M. Homewood, AICP, CFM

Planner: Chris Whitney, CFM

Staff Report	Item No. 7	
Address	132 Kempsville Road	
Applicant	Chartway Federal Credit Union	
Request	Special Exception	Commercial drive-through
Property Owner	Chartway Federal Credit Union	
Site Characteristics	Site/Building Area	41,520 sq. ft. (0.95 acres)/5,015 sq. ft. (proposed)
	Future Land Use Map	Commercial; Transit Supportive Area
	Zoning	C-2 (Corridor Commercial)
	Neighborhood	N/A
	Character District	Suburban
Surrounding Area	North	C-2: Offices
	East	C-2: BP gas station (City of Virginia Beach)
	South	C-2: Parking lot for Newtown Road Light Rail station
	West	IN-1 (Institutional): Calvary Presbyterian Church



A. Summary of Request

- The site is located on the northwest corner of N. Newtown Road and Kempsville Road.
- This request would allow Chartway Federal Credit Union to construct a two-story banking branch on the currently vacant site with a commercial drive-through.

B. Plan Consistency

- *plaNorfolk2030* identifies this site as commercial.
 - It also identifies this site as within a transit supportive area, where uses that promote transit, bicycle, and pedestrian activity are encouraged while low intensity auto-oriented uses are discouraged.
- Given the commercial designation, the proposed use is consistent with *plaNorfolk2030*.
 - In order to be fully consistent with the plan, the site should be laid out in such a way as to encourage safe and easy pedestrian access from the adjacent light rail station.

C. Zoning Analysis

i. General

- The use as a financial institution is permitted in the C-2 district by right; it is the commercial drive-through that requires a special exception.
- The site was most recently occupied by a Shell gas station and convenience store.
- The proposed site plan shows the building centrally located on the site with the drive-through along the side and back of the building.
- Pedestrian improvements are also proposed near the street intersection.
 - These improvements include a change in the pavement materials and elevation to match the sidewalks. Traffic circulation would be permitted in this area, however it would act as a traffic calming measure and provide a more inviting pedestrian environment than shown in the original submission.
- The conceptual plan submitted by the applicant demonstrates compliance with *Zoning Ordinance* standards for a commercial drive-through, including appropriate landscape buffering.

ii. Parking

- For a financial institution of this size located within the Suburban Character District, the *Zoning Ordinance* requires that the site provides a minimum of 20 parking spaces and sufficient room to accommodate two bicycles.
 - Since this site is located within 1,500 feet of a light rail station, and is accommodating a nonresidential use, the required number of parking spaces shall be reduced by 25 percent.
 - The revised minimum parking requirement is 15 spaces.
 - 20 parking spaces are depicted on the proposed site plan.

iii. Flood Zone

The property is located in the X Flood Zone, which is a low-risk flood zone.

D. Transportation Impacts

- Institute of Transportation Engineers figures estimate that that the proposed bank and drive-through on this site will generate 726 new vehicle trips per day.
- Newtown Road near the site is identified as a severely congested corridor in both the AM or PM peak hours in the current update to regional Hampton Roads Congestion Management analysis.
- The site is near frequent transit service with Hampton Roads Transit bus routes 20 (Virginia Beach), 22 (Haygood), 25 (Newtown), and 27 (Northampton) all operating along Newtown Road adjacent to the site and also the Newtown Road Light Rail station is located directly to the south.

E. Historic Resources Impacts

The site is not located within a federal, state, or local historic district.

F. Public Schools Impacts

N/A

G. Environmental Impacts

- The construction of a financial institution with a drive-through lane should not adversely impact the surrounding uses.
- The proposed facility will undergo the Site Plan Review process, which requires all site development to adhere to the regulations of the *Zoning Ordinance*, including landscaping, vehicular circulation, and stormwater improvements.

H. Surrounding Area/Site Impacts

Over the past year there have been no calls for police service.

I. Payment of Taxes

The owner of the property is current on all real estate taxes.

J. Civic League

Notice was sent to the Easton Forest Civic League on December 16.

K. Communication Outreach/Notification

- Legal notice was posted on the property on December 15.
- Letters were mailed to all property owners within 300 feet of the property on January 15.
- Legal notification was placed in *The Virginian-Pilot* on January 14 and January 21.
- Notice was sent to the City of Virginia Beach on January 11.

L. Recommendation

Staff recommends **approval** of the special exception request, considering compliance with *Zoning Ordinance* requirements, subject to the conditions below:

- (a) The site shall be generally designed in accordance with the conceptual site plan prepared by Pennoni Associates, Inc. and Ionic DeZign Studios, dated January 4, 2016, entitled, "Chartway FCU Site Plan, Landscape Plan," attached hereto and marked as "Exhibit A," subject to any revisions required by the City to be made during the Site Plan Review and building permit plan review processes.
- (b) All landscaping installed on the site premises shall be maintained in a healthy growing condition at all times and shall be replaced when necessary.
- (c) Notwithstanding any other regulations pertaining to temporary window signage within Chapter 16 of the Zoning Ordinance of the City of Norfolk, 1992 (as amended), no less than 85% of the glass areas of the ground floor of the building shall be transparent as defined in the Zoning Ordinance.
- (d) All nonconforming fences and signs on the site shall be removed.
- (e) All bollards on the site shall be painted and maintained free of visible corrosion.
- (f) Two bicycle parking spaces shall be provided on the site.
- (g) Dumpsters shall be gated and not visible from any public right-of-way, and will be screened with masonry walls that complement the proposed building.
- (h) During all hours of operation the establishment operator shall be responsible for maintaining the property, those portions of public rights-of-way improved by sidewalk, and those portions of any parking lot adjacent to and used by customers of the premises regulated by the Special Exception so as to keep such areas free of litter, refuse, solid waste, and any bodily discharge.
- (i) The property shall be kept in a clean and sanitary condition at all times.
- (j) The establishment shall maintain a current, active business license at all times while in operation.
- (k) No business license shall be issued until conditions (a), (d), (e), (f), and (g) have all been implemented fully on the site.

Attachments

Location Map
Future Land Use Map
Zoning Map
Application
Notice to the Easton Forest Civic League
Letter to the Virginia Beach Department of Planning and Community Development

Proponents and Opponents


Proponents

John Richardson – Representative
2101 Parks Avenue #700
Virginia Beach, VA 23451

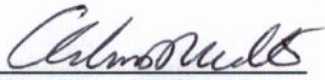
Scott Chewning
349 Southport Circle
Virginia Beach, VA 23452

Opponents

None

Form and Correctness Approved: 

Contents Approved: CW

By 
Office of the City Attorney

By 
DEPT.

NORFOLK, VIRGINIA

ORDINANCE No.

R-2

AN ORDINANCE GRANTING A SPECIAL EXCEPTION TO PERMIT THE OPERATION OF A COMMERCIAL DRIVE-THROUGH FOR "CHARTWAY FEDERAL CREDIT UNION" ON PROPERTY LOCATED AT 132 KEMPSVILLE ROAD.

- - -

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That a Special Exception is hereby granted authorizing the operation of a Commercial Drive-Through for "Chartway Federal Credit Union" on property located at 132 Kempsville Road. The property which is the subject of this Special Exception is more fully described as follows:

Property fronts 202 feet, more or less, along the western line of North Newtown Road and 135 feet, more or less, along the northern line of Kempsville Road; premises numbered 132 Kempsville Road.

Section 2:- That the Special Exception granted hereby shall be subject to the following conditions:

- (a) The site shall be improved generally in accordance with the conceptual site plan prepared by Pennoni Associates, Inc. and Ionic DeZign Studios, dated January 4, 2016, entitled "Chartway FCU Site Plan, Landscape Plan," attached hereto and marked as "Exhibit A," subject to any revisions required by the City to be made during the Site Plan Review and building permit plan review processes.
- (b) All landscaping installed on the site premises shall be maintained in a healthy growing condition at all times and shall be replaced when necessary.
- (c) Notwithstanding any other regulations pertaining to temporary window signage within Chapter 16 of the Zoning Ordinance of the City of Norfolk, 1992

(as amended), no less than 85% of the glass areas of the ground floor of the building shall be transparent as defined in the Zoning Ordinance.

- (d) The use of temporary signs shall comply with Chapter 16 of the Zoning Ordinance of the City of Norfolk, 1992 (as amended). The use of feather flags, pennants, and streamers is prohibited.
- (e) All nonconforming fences and signs on the site shall be removed.
- (f) All bollards on the site shall be painted and maintained free of visible corrosion.
- (g) Two bicycle parking spaces shall be provided on the site.
- (h) Dumpsters shall be gated and not visible from any public right-of-way, and will be screened with masonry walls that complement the proposed building.
- (i) During all hours of operation the establishment operator shall be responsible for maintaining the property, those portions of public rights-of-way improved by sidewalk, and those portions of any parking lot adjacent to and used by customers of the premises regulated by the Special Exception so as to keep such areas free of litter, refuse, and both solid and liquid waste.
- (j) The property shall be kept in a clean and sanitary condition at all times.
- (k) The establishment shall maintain a current, active business license at all times while in operation.
- (l) No business license shall be issued until conditions (a), (e), (f), (g) and (h) have all been implemented fully on the site.

Section 3:- That the City Council hereby determines that the Special Exception granted herein complies with each of the requirements of § 25-7 of the Zoning Ordinance of the City of Norfolk, 1992 (as amended), namely that:

- (a) The proposed use and development will be in harmony

with the objectives and policies of the adopted General Plan of Norfolk and with the general and specific purposes for which this ordinance was enacted and for which the regulations of the district in question were established;

- (b) The proposed use and development will not substantially diminish or impair the value of the property within the neighborhood in which it is located;
- (c) The proposed use and development will not have an adverse effect upon the character of the area or the public health, safety and general welfare. Conditions may be applied to the proposed use and development, as specified in section 25-8 below, to mitigate potential adverse impacts;
- (d) The proposed use and development will be constructed, arranged and operated so as not to interfere with the use and development of neighboring property in accordance with the applicable district regulations;
- (e) The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools;
- (f) The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets;
- (g) The proposed use and development will not result in the destruction, loss or damage of natural, scenic or historic features of significant importance;
- (h) The proposed use and development will not cause substantial air, water, soil or noise pollution or other types of pollution which cannot be mitigated;
- (i) The proposed use and development will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special exception uses of all types on the immediate neighborhood and the effect

of the proposed type of special exception use on the city as a whole;

- (j) The proposed use and development complies with all additional standards imposed on it by the particular provisions of the ordinance authorizing such use; and
- (k) No application for a special exception shall be recommended or granted until any and all delinquent real estate taxes owed to the City of Norfolk on the subject property have been paid.

Section 4:- That this ordinance shall be in effect from the date of its adoption.

ATTACHMENT:

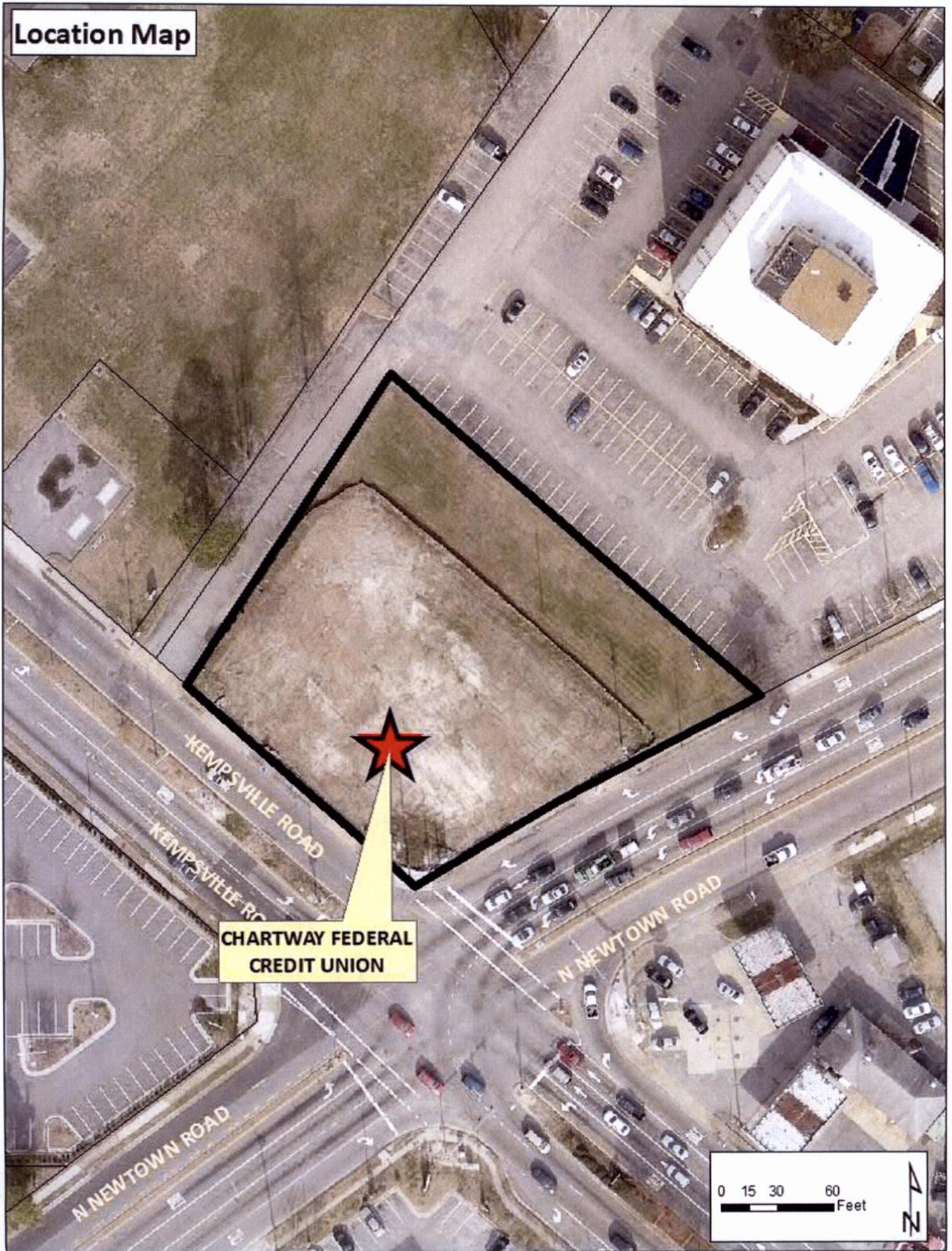
Exhibit A (1 page)

Site Plan

Project No: 140509 Date: 01/26/16



Location Map

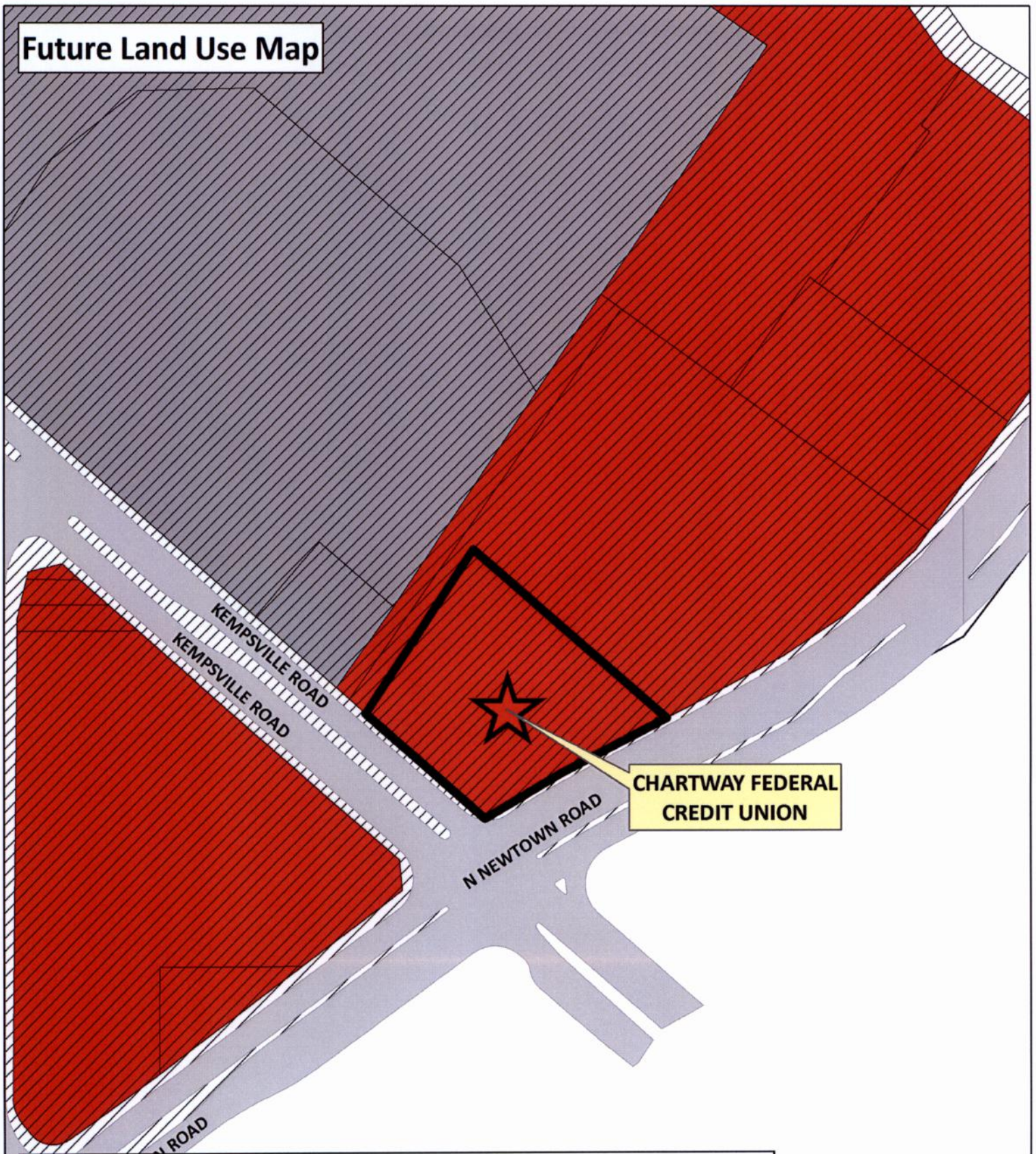


**CHARTWAY FEDERAL
CREDIT UNION**

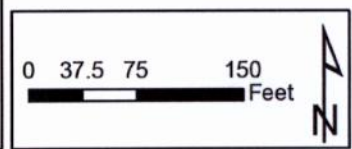
0 15 30 60
Feet



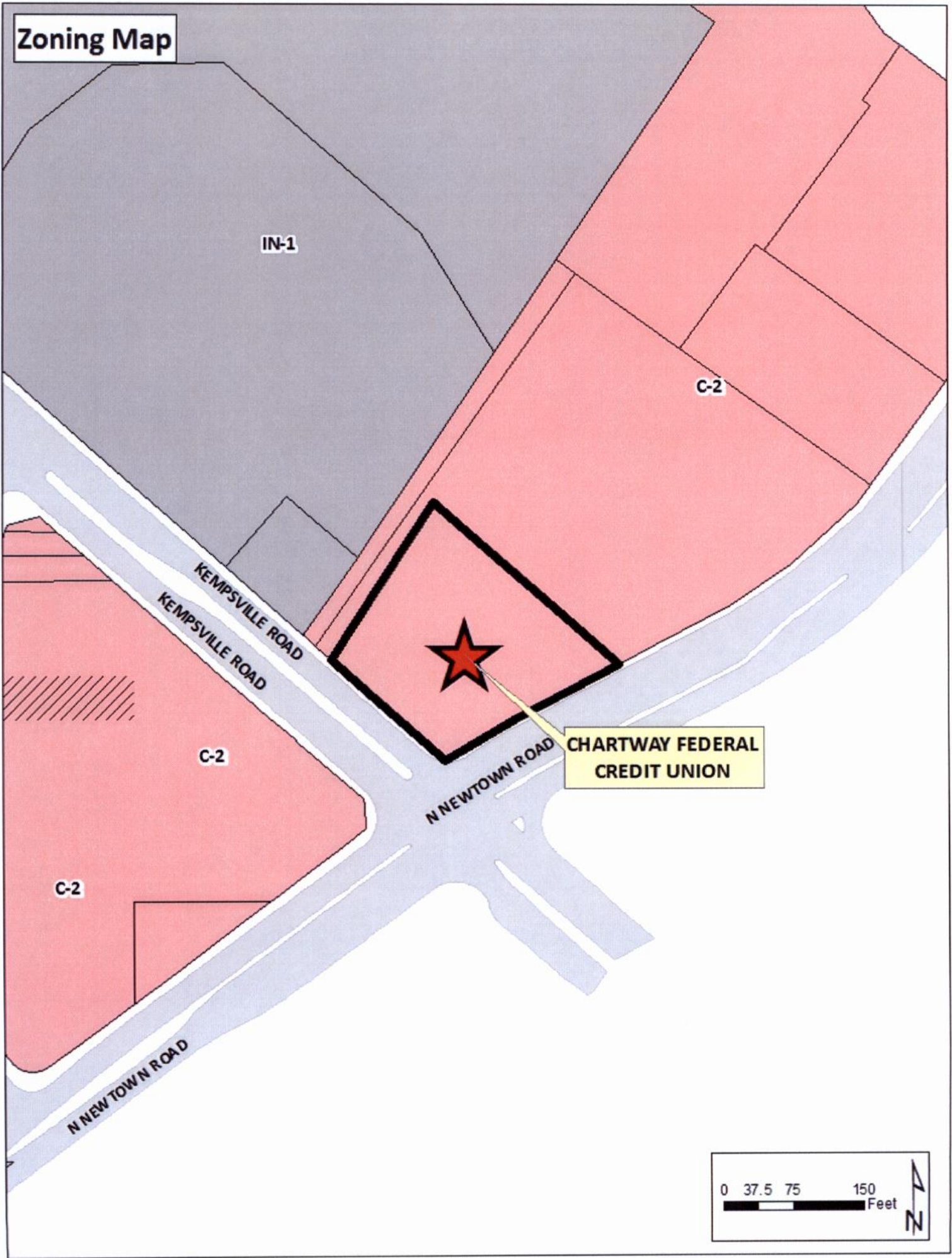
Future Land Use Map



	Commercial		Multifamily		Single Family Suburban
	Downtown		Multifamily Corridor		Single Family Traditional
	Industrial		Office		Single Family Urban
	Institutional		Open Space/Recreation		Utility/Transportation
	Military		Residential Mixed		Transit Supportive Area



Zoning Map



IN-1

C-2

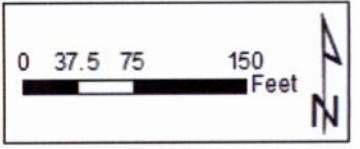
KEMPSVILLE ROAD
KEMPSVILLE ROAD

C-2

C-2

N NEWTOWN ROAD
N NEWTOWN ROAD

CHARTWAY FEDERAL
CREDIT UNION





APPLICATION SPECIAL EXCEPTION

Special Exception for: Chartway Federal Credit Union

Date of application: December 14, 2015

DESCRIPTION OF PROPERTY

Property location: (Street Number) 132 (Street Name) Kempsville Road

Existing Use of Property Vacant Land (Former Service Station)

Current Building Square Footage Vacant Land

Proposed Use

Chartway Federal Credit Union 2-story branch with drive-thru

Proposed Square Footage 4,900

Proposed Hours of Operation:

Weekday From 9:00 am To 5:00 pm

Friday From 9:00 am To 6:00 pm

Saturday From 9:00 am To 1:00 pm

Sunday From Closed To

Trade Name of Business (If applicable)

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

(Revised January, 2015)

**Application
Special Exception
Page 2**

APPLICANT

(If applicant is a LLC or a Corp./Inc., include name of official representative and/or all partners)

1. Name of applicant: (Last) (First) (MI)

Mailing address of applicant (Street/P.O. Box):

(City) (State) (Zip Code)

Daytime telephone number of applicant (757) Fax (757)

E-mail address of applicant:

AUTHORIZED AGENT (if applicable)

(If agent is a LLC or a Corp./Inc., include name of official representative and/or all partners)

2. Name of applicant: (Last) (First) (MI)

Mailing address of applicant (Street/P.O. Box):

(City) (State) (Zip Code)

Daytime telephone number of applicant (757) Fax (757)

E-mail address of applicant:

PROPERTY OWNER

(If property owner is a LLC or a Corp./Inc., include name of official representative and/or all partners)

3. Name of property owner: (Last) (First) (MI)

Mailing address of property owner (Street/P.O. box):

(City) (State) (Zip Code)

Daytime telephone number of owner (757) email:

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

(Revised January, 2015)

CIVIC LEAGUE INFORMATION

Civic League contact: No Civic League

Date(s) contacted:

Ward/Super Ward information: 4 - Paul R. Riddick / 7 - Angelia Williams Graves

CERTIFICATION:

I hereby submit this complete application and certify the information contained herein is true and accurate to the best of my knowledge:

Print name: BRIAN T. SCHOOLS Sign: [Signature] 12/14/15
(Property Owner or Authorized Agent of Signature) (Date)

Print name: John W. Brown Sign: [Signature] 12/14/15
(Applicant) (Date)

ONLY NEEDED IF APPLICABLE:

Print name: [Signature] Sign: 12/14/15
(Authorized Agent Signature) (Date)
MATTHEW MAZZONI

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

(Revised January, 2015)

DATE: Feb. 5, 2009

REGISTRATION NO. 1333

COMMONWEALTH OF VIRGINIA
STEPHEN I. BOONE
No. 1333
2/5/04
LAND SURVEYOR

LEGAL DESCRIPTION

BEGINNING AT A PIN ON THE EAST SIDE OF KEMPSPVILLE ROAD;
 N 41°49'43" W, 137.10' FROM THE NORTH EAST INTERSECTION
 OF KEMPSPVILLE ROAD AND NEWTOWN ROAD;
 THENCE N 41°10'00" E, 194.76' TO A PIN;
 THENCE S 41°50'39" E, 283.34' TO A PIN SET ON THE
 NORTHERN RIGHT OF WAY LINE OF NEWTOWN ROAD;
 THENCE ALONG THE NORTHERN RIGHT OF WAY LINE OF
 NEWTOWN ROAD S 89°55'27" W, 199.62' TO A PIN SET;
 THENCE CONTINUING ALONG THE RIGHT OF WAY OF NEWTOWN
 ROAD AND KEMPSPVILLE ROAD N 65°05'29" W, 20.06' TO A PIN
 SET;
 THENCE ALONG THE EASTERN RIGHT OF WAY LINE OF
 KEMPSPVILLE ROAD N 41°49'43" W, 137.10' TO THE POINT OF
 BEGINNING.

VEPCO EASEMENT
D.B. 1012, P. 263
(ALONG PROPERTY LINE)
(WIDTH UNSPECIFIED)

NT
NEWTOWN ASSOC.
M.B. 26, P. 22

METAL BOLLAS

LIGHT POLE —

MANHOLE —

15' VEPCO BASING
D.D. 1472, P. 576

PINT OF BEGINNING

KEMPSTON ROAD (90' R/W)
D.B. 1484, P. 651

AREA OF SURVEY 0.89895 AC.

EXHIBIT "R"

NF
NEWTOWN ASSOC.
M.B. 26. P. 22

APPROVAL FOR RECORDATION OF PLAT
SHOWING EXISTING PROPERTY LINES AND
OR CONDITIONS AND NOT APPROVED AS
A SUBDIVISION PLAT.

ALTA\ASCM SURVEY
OF
132 KEMPSVILLE ROAD, NORFOLK, VIRGINIA
A PORTION OF SITE A
MORSE REALTY CORPORATION
M.B. 21, P. 48

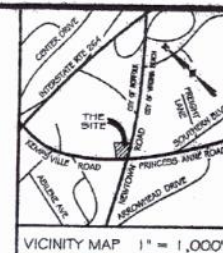
SCALE: 1" = 25' DATE: JANUARY 20, 2004

STEPHEN I. BOONE & ASSOCIATES, P.C.
LAND SURVEYORS
PORTSMOUTH, VIRGINIA

FR. 436, P. 16

DR-50-265

RP 320 JNR # 04-0005





293 Independence Blvd.
Pembroke 5—Suite 308
Virginia Beach, VA 23462

Date: 26 JANUARY 2016
Project #: 140509

Chartway Federal Credit Union Newtown Branch Special Exemption Exhibits



Chartway Federal Credit Union—Newtown Branch

Newtown Road
Norfolk, VA

Newtown Road View

Project No: 140509 Date: 01/26/16



Chartway Federal Credit Union—Newtown Branch

Newtown Road
 Norfolk, VA

Building View

Project No: 140509 Date: 01/26/16



Chartway Federal Credit Union—Newtown Branch

Newtown Road
Norfolk, VA

Drive Thru—South View

Project No: 140509 Date: 01/26/16

203 INDEPENDENCE BOULEVARD
PO BOX 5100 8070304
VIRGINIA BEACH, VA 23462
P: 757-455-1114
WWW.IONICDESIGNSTUDIOS.COM

© IONIC DESIGN STUDIOS INC. 2016



Chartway Federal Credit Union—Newtown Branch
Newtown Road
Norfolk, VA

Drive Thru—North View

Project No: 140509 Date: 01/26/16

©IONIC DESIGN STUDIOS INC. 2015

[illegible]

1 Street Tree Required for every 20' of street frontage	
Newton Road Portion Applicable Frontage:	8 Trees required and provided
Kampsville Road Portion Applicable Frontage:	4 Trees required and provided

Parcel Area -	22,907 S.F.
Parking areas, driveways & Sidewalks SF -	21,440 S.F.
Required Open Space (Remaining Area X 10%)	1,952 S.F.
Proposed Open Space -	18,430 S.F.

Parking areas & driveways SF -	19,215 S.F.
Required Interior Planting (Scale Area X 15%)	1,820 S.F.
Required Interior Planting (Scale Area X 15%)	3,877 S.F.
Required Interior Trees (1" x 144 S.F. of Required Interior Planting Space) -	14
Existing Trees to remain -	14
Proposed Trees -	0
Total existing Trees Proposed -	14
Foundation Planting - Continuous Planting Required for Buildings Facing B/C/D -	0
Planting Perimeter Planting - 8'-0" Continuous planted buffer with mass at 25 S.C. required for the parking lot or associated paved surface, and planting properly trees	0
Trees Displayed - Mature -	0

1,391 g.F. + 43,980 = 8242 Acres
8242 acres x 25 lbs = 206,050

[illegible]

WORETENTION SEED MIXTURE: MIXTURE FOR TOLERATION OF PERIODS OF INUNDATION.
Provide three coverages & regular water during seed germination time.

1 All items shall be a minimum of 2 inches in length and weight (2) 100 lbs or in-board length (2) 100 lbs and a capacity of a variety of which shall allow a maximum spread of at least twenty (20) feet.

2 All plant material shall meet the minimum specifications and standards described in the most current edition of American Standard for Nursery Stock, 1980, published by the American Association of Nurserymen, 1001 River St., Suite 200, Philadelphia, PA 19106.

3 Planting schedule submitted.

4 All soil and soil plant material shall be installed from October 15 to March 15, unless otherwise authorized by the department of agriculture and forest services.

5 All other general plant material shall be installed from September 15 to May 15, unless otherwise authorized by the Department of Agriculture and Forest Services.

6 All other general soil and plant material in this section shall be completed and installed in such cases, a letter of approval of every country's soil and plant material shall be submitted and completed shall be required to comply with all applicable laws and regulations in section 17.12.



ELEVATIONS ARE BASED ON NAVD83(88) CITY OF NORFOLK (2000).

NOT APPROVED FOR CONSTRUCTION

Pennoni
PENNONI ASSOCIATES INC.
 349 Southport Circle, Suite 100
 Virginia Beach, VA 23462
 T 757 457 7472 F 757 497 0201



Ionic DeZign Studios
ARCHITECTURE • INTERIORS • GRAPHICS
245 JONES BRIDGE RD. BOULEVARD
PROVIDENCE, RI 02903 • 401-884-4144 • 234-640-
0000 • www.ionicdesign.com



Project #	10NCR70
Scale	1" = 20'
Designed by	T.B.
Drawn by	T.B.
Checked by	S.C.
Date	01/04/20

CHARTWAY FCU SITE PLAN

LANDSCAPE PLAN

Sheet Number
CS2001



Chartway Federal Credit Union—Newtown Branch
Newtown Road
Norfolk, VA

Site Plan

Project No: 140509 Date: 01/26/16

Whitney, Chris

From: Straley, Matthew
Sent: Wednesday, December 16, 2015 11:23 AM
To: 'dematchen@aol.com'
Cc: Riddick, Paul; Williams, Angelia M.; Goldin, Jamie; Whitney, Chris
Subject: new Planning Commission application - 132 Kempsville Road
Attachments: Chartway.pdf

Ms. Matchen,

Attached please find the application for a special exception to operate a commercial drive-through at 132 Kempsville Road.

The item is tentatively scheduled for the January 28, 2016 Planning Commission public hearing.

Should you have any questions, please e-mail or call *Chris Whitney* at (757) 823-1253, chris.whitney@norfolk.gov

Thank you.

Matthew Straley

GIS Technician II

Norfolk Department of City Planning

810 Union Street, Suite 508 | Norfolk, Virginia 23510

Matthew.Straley@norfolk.gov | Tel: 757-664-4769 | Fax: 757-441-1569



January 11, 2016

City of Virginia Beach
Department of Planning and Community Development
Barry Frankenfield
2405 Courthouse Drive, Building 2, Room 115
Virginia Beach, VA 23456

Dear Mr. Frankenfield,

The Norfolk Department of City Planning has recently received an application by **CHARTWAY FEDERAL CREDIT UNION** to operate a commercial drive-through facility on property located at 132 Kempsville Road, and located within one-half mile of the western corporate boundary of the City of Virginia Beach.

This item is tentatively scheduled for the Norfolk City Planning Commission public hearing to be held on January 28, 2016 at 2:30 p.m. in the City Council Chamber, 11th Floor, City Hall Building, Civic Center, Norfolk, Virginia.

If you would like additional information on the request, you may contact applicant, John Blum at (757) 552-1000, ext. 43004, jwblum@chartway.com, or you may telephone Chris Whitney on my staff at (757) 823-1253, chris.whitney@norfolk.gov. A copy of the complete application is enclosed.

This notice is being sent in accordance with the advertising requirements of the Code of Virginia, section 15.2-2204(c); pertaining to certain land use applications involving any parcel of land located within one-half mile of a boundary of an adjoining locality of the Commonwealth. Because this notice is within the 10-day period before the scheduled date indicated above, you are asked to acknowledge your acceptance and receipt of this actual notice, in accordance with Virginia Code section 15.2-2204(c), either by signing a copy of this letter or by separate correspondence sent to this office.

Sincerely,

A handwritten signature in blue ink that reads "Leonard M. Newcomb III".

Leonard M. Newcomb, III, CFM
Department of City Planning
Assistant Director

cc: Chris Whitney, CFM (email)